



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT AGENCY
2511 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3926

JUN 27 2006

IMAH-EEO

MEMORANDUM FOR All US Army Installation Management Agency Personnel

SUBJECT: US Army Installation Management Agency Policy Memorandum #51, Policy for the Prevention of Unlawful Harassment

1. REFERENCE. AR 690-600, Equal Employment Opportunity Discrimination Complaints, February 9, 2004.
2. PURPOSE. To provide guidance to all US Army Installation Management Agency (IMA) personnel on the Prevention of Unlawful Harassment.
3. APPLICABILITY. This policy applies to all personnel assigned to or under the operational control of IMA in addition to applicants for employment with IMA and former employees of IMA. This policy statement supersedes IMA policy memorandum #5, 16 March 2006.
4. POLICY.
 - a. Harassment is misconduct and a prohibited personnel practice that undermines the integrity of employees, debilitates morale and interferes with work productivity. All employees have the right to a workplace free of harassment regardless of race, color, sex, religion, national origin, age, or disability. Offensive conduct constitutes harassment if it alters the conditions of the victim's employment either by culminating in a tangible employment action or by being sufficiently severe or pervasive to create a hostile work environment.
 - b. Discrimination and harassment are unacceptable in the workplace. Every supervisor or commander must prevent and promptly correct all harassing behaviors in the workplace. Supervisors are responsible for actively monitoring the work site to prevent harassment and assure a non-hostile work environment. All employees have a responsibility to report harassing behaviors by using the complaint process or otherwise reporting allegations of harassment to management officials. No employee or applicant for employment will be retaliated against for filing a complaint or reporting behavior perceived as harassment.
 - c. Harassment of any kind is detrimental to accomplishing the IMA mission. This policy is reflective of my personal commitment to equal employment opportunity. I expect all management officials and employees to prevent such behaviors and to execute timely corrective action should they occur.

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d. A copy of this policy is to be posted on all official bulletin boards, official websites and made available upon request.

5. PROCEDURES. N/A

6. PROPONENT. The HQ Office of Equal Employment Opportunity is the proponent for this Policy. POC Chief, Equal Employment Opportunity, commercial 703-602-4308 or DSN 332-4308.



JOHN A. MACDONALD
Brigadier General, USA
Director